

Career Zone Regional Action Plan

This Action Plan template may be used as a tool during the Career Zone Regional Vision Meeting to build the Regional Roll Out Timeline. The Career Zone Leadership Team should use this template to create an Action Plan. The items listed below are suggested areas the team may want to consider when completing the template.

Next Steps	Who	By When
<input type="checkbox"/> Agree on TDC roles and responsibilities		•
<input type="checkbox"/> Establish roles and responsibilities for Champions		•
<input type="checkbox"/> Solicit Career Zone Champions in each region and provide orientation on role		•
<input type="checkbox"/> Send out results of feedback from regional presentations and announce Regional Champions		•
<input type="checkbox"/> Work with Champions to determine courses to offer		•
<input type="checkbox"/> Set Up Skill Exchanges		•
<input type="checkbox"/> Announce courses and sign ups		•
<input type="checkbox"/> Develop Regional Calendar of courses		•
<input type="checkbox"/> Determine process for contacting Career Counselors		•